

**CITY OF GLENDALE
JUDICIAL SELECTION ADVISORY BOARD**

THURSDAY, SEPTEMBER 8, 2016

**Municipal Complex
5850 West Glendale Avenue
6:00 p.m.
Council Chambers**

AGENDA

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES FROM FEBRUARY 18, 2016 MEETING
- III. INTRODUCTION OF NEW BOARD APPOINTEES JUDGE ANDREW GOULD, MICHELE TENNYSON AND ROY C. WHITEHEAD

Summary:

Judge Andrew Gould was appointed to the Judicial Selection Advisory Board on April 26, 2016 to fill the seat vacated by Justice Ann Scott Timmer. He took his oath at the April 26, 2016 Glendale City Council meeting. This term will expire April 23, 2019. Judge Gould is eligible to serve two three-year terms.

Michele Tennyson was appointed to the Judicial Selection Advisory Board on April 26, 2016 to fill the seat vacated by Christina Rubalcava who resigned from the Board February 18, 2016. Her initial term will expire April 23, 2017 after which she is eligible to serve two three-year terms.

Judge Roy C. Whitehead was appointed to the Judicial Selection Advisory Board on April 26, 2016 to fill the seat vacated by Judge Randall Warner. He took his oath at the April 26, 2016 Glendale City Council meeting. This term will expire April 23, 2019. Judge Whitehead is eligible to serve two three-year terms.

Recommendation:

Introduction to Board

- IV. BOARD ORGANIZATION

Dr. Frank Sisti became JSAB Chair upon the departure of former Chair Christina Rubalcava. His initial term expires November 29, 2016. He is eligible to serve two additional one-year terms.

- V. BOARD ORGANIZATION

The Board elected Justin Beresky to serve as Vice Chair, in accordance with JSAB by-laws. Mr. Beresky's first term as Vice Chair expires November 29, 2016. He is eligible to serve two additional one-year terms.

VI. OATHS OF BOARD MEMBER MICHELE TENNYSON, CHAIR DR. FRANK SISTI AND VICE-CHAIR JUSTIN BERESKY

Recommendation:

Administration of Oath

VII. BOARD ORGANIZATION

Summary:

Board members will discuss and vote on a Chair of the Judicial Selection Advisory Board. The term shall be for one year. Current Chair Dr. Frank Sisti's initial term will expire November 29, 2016. He is eligible to serve two additional one-year terms.

Recommendation:

Nominate and vote for Chair of the Judicial Selection Advisory Board

VIII. BOARD ORGANIZATION

Summary:

Board members will discuss and vote on a Vice Chair of the Judicial Selection Advisory Board. The term shall be for one year. Current Vice Chair Justin Beresky's initial term will expire November 29, 2016. He is eligible to serve two additional one-year terms.

Recommendation:

Nominate and vote for Vice Chair of the Judicial Selection Advisory Board

IX. DISCUSSION AND VOTE ON SUGGESTED JSAB BY-LAW REVISIONS

Summary:

During extensive discussion regarding the JSAB by-laws at the November 17, 2015 JSAB meeting, then-member Judge Randall Warner volunteered to draft revisions to the by-laws based on the aforementioned discussion. Draft revisions were provided to the Board for review.

Recommendation:

Discuss and vote on suggested by-law revisions

X. DISCUSSION AND VOTE ON IN-HOUSE COLLECTION PROCESS FOR JSAB SURVEY RECIPIENT LISTS

Summary:

Judge Finn presented the “In-house Recipient Data Gathering Process for JSAB Surveys” to the Board at the February 18, 2016. This process is designed to lend a greater degree of consistency to the survey process.

Recommendation:

Discuss and vote on use of the “In-house Recipient Data Gathering Process for JSAB Surveys”

XI. CALL FOR A VOTE TO ENTER INTO EXECUTIVE SESSION

EXECUTIVE SESSION

PERSONNEL MATTERS

Upon a public majority vote of a quorum of the Judicial Selection Advisory Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purpose:

- A. The Board will finalize interview questions for the interview of City Judge John Burkholder. (A.R.S. § 38-431.03(A)(1))

XII. CALL FOR A VOTE TO RECONVENE INTO OPEN SESSION

XIII. INTERVIEW PROCESS BRIEFING

Summary:

Glendale Assistant Human Resources Director Debbie Burson and the Board will discuss the process to follow when conducting the reappointment interview of John Burkholder.

Recommendation:

For review and discussion.

XIV. REAPPOINTMENT INTERVIEW OF JOHN BURKHOLDER FOR CITY JUDGE

Summary:

Board members will interview John Burkholder for reappointment to City Judge for a term of four years.

Recommendation:

For review and discussion.

XV. PUBLIC COMMENT

At this time the Board will hear comments from the public. However, the Board may not discuss or consider items not appearing on the agenda unless an actual emergency exists.

XVI. CALL FOR A VOTE TO ENTER INTO EXECUTIVE SESSION

EXECUTIVE SESSION

PERSONNEL MATTERS

Upon a public majority vote of a quorum of the Judicial Selection Advisory Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purpose:

- A. The Board will discuss reappointment of City Judge John Burkholder.
(A.R.S. § 38-431.03(A)(1))

XVII. CALL FOR A VOTE TO RECONVENE INTO OPEN SESSION

XVIII. REAPPOINTMENT RECOMMENDATION FOR JOHN BURKHOLDER

Summary:

The Board will discuss and vote on their recommendation to the Mayor and City Council regarding the reappointment of John Burkholder to City Judge for a four-year term.

Recommendation:

For discussion and vote.

XIX. PUBLIC COMMENT:

At this time the Board will hear comments from the public. However, the Board may not discuss or consider items not appearing on the agenda unless an actual emergency exists.

XX. STAFF REPORT

XXI. BOARD COMMENTS

XXII. NEW BUSINESS

XXIII. CALL FOR FUTURE MEETING

The Board will meet next in January 2017.

XXIV. ADJOURNMENT

FOR SPECIAL ACCOMMODATIONS

Please contact Katie Douglas at 623-930-2876, or 930-2197 (TDD), at least three days prior to the meeting for special accommodations.